

DELAWARE TRANSIT CORPORATION

POSTING NO 084-2021

POSITION VACANCY POSTING

DATE OF POSTING April 14, 2021

CLOSING DATE April 22, 2021

EMPLOYEES ONLY

METHOD OF APPLICATION: BID FORM

INTERESTED EMPLOYEES MUST FILE FOR THIS POSITION BY COMPLETING THE APPROPRIATE BID FORM TO THE EMPLOYMENT SECTION OF THE HUMAN RESOURCES DEPARTMENT BY 4:30 P.M. ON **April 22, 2021**. POSITIONS COVERED BY COLLECTIVE BARGAINING AGREEMENTS WILL BE AWARDED IN ACCORDANCE WITH THE PROVISIONS AND PROCEDURES CONTAINED IN THE APPLICABLE CURRENT BARGAINING AGREEMENT.

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POSITION #: 206

POSITION TITLE General Service

PAY GRADE _____ PAY RATE \$20.90 PAY RANGE _____
(MINIMUM TO MAXIMUM)

LOCATION: DISTRICT New Castle County DEPARTMENT Operations
SECTION Maintenance

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CLASSIFICATION: FULL TIME X PART-TIME _____

SCHEDULED HOURS: 6:00 pm – 2:30 am

SCHEDULED DAYS: Saturday - Wednesday
Thursday & Friday Off

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SUMMARY OF POSITION:

The Service Technician is responsible for the general servicing of vehicles and equipment, as well as cleaning the interior and exterior of vehicles and facilities. The incumbent is responsible for performing grounds maintenance duties to include general up-keep and trash and snow removal. Specific responsibilities include inspecting and servicing all vehicles in accordance with manufacturers/DTC specifications; checking tire/wheels for secure lugs, proper inflation and serviceability; identifying and documenting missing/defective equipment; replacing decals; performing routine servicing of automated washing equipment, coordinating both availability of parts and cleaning materials for assigned tasks and work order completions; responding to emergency service calls to recover equipment and support emergency operations; complying with all DTC safety policies and promptly reporting safety hazards; and performing other assigned tasks related to functional area of responsibility. Duties require a valid minimum Class B Commercial Driver's License. The incumbent may be required to lift up to 50 pounds as part of regular job performance.

Applicants must: Be 18 years of age

Be available to work any shift, including weekends

JOB DESCRIPTION: AVAILABLE ON-LINE AT **www.dartfirststate.com**

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EQUAL OPPORTUNITY EMPLOYER

"Application must specifically address each Minimum Qualification"

DTC is an "Equal Opportunity Employer". Accommodations are available for applicants with disabilities in all phases of the application and employment process. To request an accommodation, applicants may call (302) 760-2891. TDD users should call the Delaware Relay Service Number 1-800-232-5460 for assistance.

JOB APPLICATIONS ARE AVAILABLE ON-LINE AT: www.dartfirststate.com

Effective: July 26, 1986

Updated: March 1, 1991
Updated: August 18, 1993
Updated: September 27, 1993
Updated: February 7, 2017

Local 842, ATU

DELAWARE TRANSIT CORPORATION

POSITION TITLE: GENERAL SERVICE

NATURE OF WORK

PERFORMED: Responsible for the general servicing of vehicles and equipment in accordance with manufacturers' specifications, to include servicing of the revenue collection system. Perform functions of lower classification.

RESPONSIBLE TO: FLEET AND EQUIPMENT FOREMAN

**MINIMUM EDUCATION
AND/OR EXPERIENCE**

QUALIFICATIONS: High school graduate or equivalent with minimum of one (1) year mechanical experience in automotive maintenance. Demonstrate the ability to perform the functions of the classification. Possess a valid Commercial Driver's License.

**SPECIFIC
RESPONSIBILITIES**

1. TECHNICAL
 - a. Inspect/service all vehicle service points in accordance with manufacturers' specifications. Document consumption of fluids dispensed. Report excessive consumption of fluids to Fleet and Equipment Foreman.
 - b. Check tire/wheel for secure lugs, proper inflation, and serviceability.
 - c. Inspect general interior/exterior condition of vehicles to include servicing the Revenue Collection System.
 - d. Review Operator Defect Cards, initiate work orders for noted defects and coordinate with Fleet and Equipment Foreman as required.
 - e. During service operation, check all operating components for serviceability and prepare vehicle for future operation.
 - f. Operate material handling equipment as required.
2. COORDINATION
 - a. Coordinate with the availability of parts and materials with Inventory Control for assigned task.
 - b. Coordinate all work order completions with the Fleet and Equipment Foreman.

3. SAFETY

- a. Comply with all DART Safety Policies. Wear appropriate safety protective equipment i.e., goggles, gloves, steel-toed shoes, as designated by the DART System Safety Program.
- b. Report safety hazards to the Fleet and Equipment Foreman.

4. GENERAL

- a. Complete periodic training as required.